

EXAM

# CALIFORNIA ENERGY COMMISSION



◆EQUAL OPPORTUNITY EMPLOYER ◆COMMITTED TO A DRUG-FREE STATE WORKPLACE ◆

## ENERGY COMMISSION SPECIALIST I (TECHNOLOGY EVALUATION AND DEVELOPMENT)

OPEN

### EXAMINATION INFORMATION - NO WRITTEN TEST IS REQUIRED

The entire examination will consist of a structured qualification appraisal interview weighted 100% that may include pre-exposed interview questions, presentations, oral reports, role-playing exercises, in-basket activity, or preparation of written materials. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained in the interview.

**QUALIFICATIONS APPRAISAL:** It is anticipated that interviews will be held during May/June 2005.

### FINAL FILING DATE: April 26, 2005

Applications (Form 678) must be **received** or **postmarked** no later than the final filing date. Applications personally delivered or placed in the Examination Application Mailbox located in the lobby adjacent to the California Energy Commission's Selection, Training and EEO Office will be accepted **if filed timely**. Applications received via interoffice mail **after 5:00 p.m. on the final filing date will not be accepted for any reason**. Applications and/or resumes submitted via facsimile (FAX) machines or electronically mailed (e-mail) will not be accepted.

### FILE BY MAIL OR IN PERSON WITH:

California Energy Commission  
Selection, Training & EEO Office (ECS I TED)  
1516 Ninth Street, MS #52  
Sacramento, CA 95814

### DO NOT SEND APPLICATIONS TO THE STATE PERSONNEL BOARD

Applications may be obtained at the State Personnel Board, any Employment Development Department in California, or the California Energy Commission. If you wish to download the application go to <http://exams.spb.ca.gov/capp.htm>.

If you have a disability and need special testing arrangements, mark question #2 of the "Application for Examination." You will be contacted to make specific arrangements.

Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

**SALARY RANGE: \$4516-\$5448**

### REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

It is your responsibility to make sure you meet the education and/or experience requirements stated below by the final filing date. Your signature on your application indicates you have read, understood and possess the basic qualifications required. **All applications/resumes must include: "to" and "from" dates (months/day/year); time base (full-time/part-time/number of hours per week/month); and civil service class titles, where applicable. Applications/resumes received without this information will be rejected.**

**NOTE:** Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as 'Either' I 'or' II, 'or' III, etc. For example, candidates possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.

### EITHER I

In the California state service, one year of experience performing technology evaluation and development duties in areas related to energy technologies, energy research, development and demonstration projects; advanced combustion technologies; transportation energy technologies and alternative fuels; efficiency improving energy technology and fuels; including duties such as analysis of economic, environmental and public health impacts in California at a level of responsibility equivalent to Associate Energy Specialist.

### OR II

**Experience:** Four years of responsible technical experience in one or more of the areas described in Pattern I above, including three years of experience above the trainee level. A master's degree in a field related to one of the specialties may be substituted for one year of experience; while a doctoral degree may be substituted for two years of the required experience. Only one postgraduate degree may be counted towards experience. (Completion of dissertation research for a doctoral degree in a field appropriate to one of the Energy Commission specialties may be substituted for up to one year of the required experience.) (Experience in the California state service applied toward this pattern must include at least one year performing the duties in a class with a level of responsibility equivalent to Associate Energy Specialist.) **AND**

**Education:** The following education is required when non-California state service experience is used to qualify at any level: Equivalent to graduation from college. Additional experience may be substituted for the required education on a year-for-year basis.

### THE POSITION

Energy Commission Specialist I (TED) positions are characterized by incumbents independently performing more complex, sensitive and responsible energy-related work which requires, on a regular basis, a high level of knowledge, skill and ability which is demonstrably above the journey level. Incumbents in this class will usually possess technical expertise in one or more energy-related fields. Incumbents perform a broad range of duties within the program specialty. Incumbents may exercise some lead responsibility as Project Managers. Incumbents may be responsible for minor Commission reports and may lead other Energy Commission Specialists I in carrying out project responsibility.

**Positions exist in Sacramento with the California Energy Commission.**

## SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

CALIFORNIA ENERGY COMMISSION  
Selection, Training & EEO Office (ECS I TED)  
1516 Ninth Street, MS #52  
Sacramento, CA 95814  
(916) 653-6532 TDD: 1-800-735-2929  
[www.energy.ca.gov](http://www.energy.ca.gov)

**ENERGY COMMISSION SPECIALIST I (TED)**

**FINAL FILING DATE: APRIL 26, 2005**

BJ54 --4184 -- 5ER02

EQUAL EMPLOYMENT OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE, ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE, AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

ENERGY COMMISSION SPECIALIST I (TED)  
BRD: MARCH 28, 2005

SCOPE:  
The interview may test one or more of the following;

- A. Knowledge of:**
1. A wide range of energy technologies and associated deployment and use issues;
  2. Energy supply and demand forecasts and analytic methodologies, energy policy issues affecting or resulting from energy technology development, and energy project management techniques;
  3. California Public Resource Code pertaining to energy resources conservation and development;
  4. Principles of physical sciences and engineering involved in energy resource development, conversion, distribution, and conservation;
  5. Principles of econometric and end-use energy demand forecasting;
  6. Energy sources and use within the California economy;
  7. Principles of engineering economics, financial analysis, and economic theory as it pertains to energy supply and demand;
  8. Energy technology costs and cost-accounting methods;
  9. Recent research and development projects related to the use of petroleum, natural gas, biomass and other synthetic fuels;
  10. Energy technology environmental impacts, including emissions, waste streams, volumes and characteristics;
  11. Energy technology public health impacts, air quality impacts and risk analysis;
  12. General provisions of social and economic implications of geothermal, solar, wind and other renewable energy development, technology and fuel demonstrations, resource planning and facility construction;
  13. Recent research and development projects in electrical, nuclear, geothermal, and other energy sources and their related fuels and technologies;
  14. Federal and State energy policy;
  15. Decision theory, probabilistic risk assessment, and techniques of comparative evaluation;
  16. Federal, State and local government, utilities and private agencies in energy research and regulation.
- B. Ability to:**
1. Reason logically and creatively, evaluate and apply a variety of analytical and research methods for the purpose of systematic, critical, and thorough analysis of energy problems or prospective issues leading to formulation, testing, or revision of State and/or Federal energy policies;
  2. Utilize available computer systems for data base and/or computational applications;
  3. Manage contracts;
  4. Analyze energy data and present ideas and information effectively both orally and in writing;
  5. Communicate in both written and oral formats;
  6. Prepare and give testimony in planning and regulatory proceedings;
  7. Develop and use complex computer programs and analytic models;
  8. Develop and evaluate fuel alternatives;
  9. Gain and maintain the confidence and cooperation of those contacted during the course of work;
  10. Evaluate and quantify the effect of research, development and demonstration programs on energy systems;
  11. Analyze situations accurately and take effective actions, and act independently within the guidelines set forth by the Commission;
  12. Present ideas and analysis cogently and effectively;
  13. Consult with and advise other staff management, Commissioners, or others on the relative merits of specific energy technologies and the impact of various energy policies.

**ELIGIBLE LIST INFORMATION**  
A departmental open eligible list will be established for the California Energy Commission. The list will be abolished 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.

**VETERAN'S PREFERENCE POINTS AND CAREER CREDITS WILL NOT BE GRANTED IN THIS EXAMINATION.**

**ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED.**

**GENERAL INFORMATION**

**For an examination** without a written feature it is the candidate's responsibility to contact the Examination Unit at (916) 653-6532, three weeks after the final filing date if he/she has not received a progress notice. If a candidate's notice of oral interview or performance test fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

**If you meet the requirements** stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

**The California Energy Commission** reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

**Eligible Lists:** Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) open eligible list. When there are two lists of the same kind, the older must be used first.

**General Qualifications:** Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history, and fingerprinting may be required.

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California Relay (Telephone) Service for the Deaf or Hearing Impaired  
From TDD Phones: 1-800-735-2929 -- From Voice Phones 1-800-735-2922